



IV.D. Narrative Information Sheet

1. Applicant Identification

Central Vermont Regional Planning Commission (CVRPC)
29 Main Street, Suite 4
Montpelier, Vermont 05602

2. Funding Requested

a. Assessment Grant Type: Community-wide

b. Federal Funds Requested

i. \$300,000

ii. No waiver is requested

c. Contamination: Hazardous Substances (\$200,000) and Petroleum (\$100,000)

3. Location

Service Area: Central Vermont Region (comprised of Washington County and three towns in Orange County). Municipalities include: Barre City, Barre Town, Berlin, Cabot, Calais, Duxbury, E. Montpelier, Fayston, Marshfield, Middlesex, Montpelier, Moretown, Northfield, Orange, Plainfield, Roxbury, Waitsfield, Warren, Washington, Waterbury, Williamstown, Woodbury, Worcester). Target Area: City of Barre, Vermont.

4. Property Information for Site Specific Proposals: N/A

5. Contacts

a. Project Director

Ms. Clare Rock, Senior Planner
(802) 229-0389 / rock@cvregion.com
Central Vermont Regional Planning Commission
29 Main Street, Suite 4, Montpelier, Vermont 05602

b. Chief Executive/Highest Ranking Elected Official:

Ms. Bonnie Waninger, Executive Director
(802) 229-0389 / waninger@cvregion.com
Central Vermont Regional Planning Commission
29 Main Street, Suite 4, Montpelier, Vermont 05602

6. Population

Service Area: Central Vermont Region: 63,034
Target Area: City of Barre, Vermont: 8,659

7. Other Factors Checklist

Other Factors	Page #
Community population is 10,000 or less. <i><u>1ai. Background and Description of Target Area</u></i> <i>Target area: City of Barre, Vermont Population 8,659</i>	1
The applicant is, or will assist, a federally recognized Indian tribe or United States territory.	N/A
The priority brownfield site(s) is impacted by mine-scarred land.	N/A
The priority site(s) is adjacent to a body of water (i.e., the border of the priority site(s) is contiguous or partially contiguous to the body of water, or would be contiguous or partially contiguous with a body of water but for a street, road, or other public thoroughfare separating them). <i><u>1aii. Description of the Priority Brownfield Site(s)</u></i> <i>Target Area is adjacent to the Stevens Branch, a tributary of the Winooski River.</i>	2
The priority site(s) is in a federally designated flood plain. <i><u>1aii. Description of the Priority Brownfield Site(s)</u></i> <i>Target area is within the 100-year floodplain.</i>	2
The redevelopment of the priority site(s) will facilitate renewable energy from wind, solar, or geothermal energy; or any energy efficiency improvement projects.	N/A
30% or more of the overall project budget will be spent on eligible reuse planning activities for priority brownfield site(s) within the target area.	N/A

8. Letter from State Environmental Authority

Please see attached letter.



State of Vermont
Department of Environmental Conservation
Waste Management & Prevention Division
1 National Life Drive – Davis 1
Montpelier, VT 05620-3704
(802) 249-5822
Patricia.coppolino@vermont.gov

AGENCY OF NATURAL RESOURCES

January 10, 2019

Central Vermont Regional Planning Commission
Attn: Ms. Clare Rock
29 Main Street, Suite 4
Montpelier, VT 05602

Dear Ms. Rock,

This letter will serve as acknowledgement that the Vermont Department of Environmental Conservation is aware that the Central Vermont Regional Planning Commission is intending to apply for Hazardous and Petroleum FY19 federal brownfield grant fund and to use the grant funds, if awarded, to conduct general site assessment activities.

The Vermont Department of Environmental Conservation is appreciative of your intent to support brownfield redevelopment in Vermont. Please know that the Vermont Department of Environmental Conservation is here to support your organization with brownfield redevelopment in the Central Vermont Region.

Good luck in the competition.

Sincerely,

Patricia Coppolino, Environmental Program Manager
Sites Management Section
Waste Management and Prevention Division



Regional Offices – Barre/Essex Jct./Rutland/Springfield/St. Johnsbury

IV.E. Narrative Proposal

1. PROJECT AREA DESCRIPTION AND PLANS FOR REVITALIZATION

1a. Target Area and Brownfields

1ai. Background and Description of Target Area

The Central Vermont Regional Planning Commission (CVRPC) serves all 20 municipalities in Washington County and 3 adjacent municipalities in Orange County. EPA brownfields funds expand CVRPC's level of assistance to rural villages and small towns. With new EPA funds CVRPC proposes to build upon its previous successful brownfield efforts and target assessment activities predominately in downtown Barre City. The City is a unique traditional New England town, located at the junction of 2 valleys, defined by a historical commercial center surrounded by residential neighborhoods (**population 8,659, "Other Factor"**).

In 1890, Barre City was dubbed the "Granite Capital of the world," it was a thriving, vibrant, multicultural manufacturing community of skilled artisans who carved the famous Barre Gray granite. Granite was delivered by rail from quarries that dotted the surrounding hills. More recently, the industry has struggled to compete in a global economy as stone can be imported at less than the cost of local production. Today, Barre City is perceived as a community in decline with persistent poverty, poor job prospects, vacant and underutilized granite sheds, shrinking tax base, public health issues, and buildings in disrepair.

Economic and demographic data from the US Census illustrate the sharp contrast between the Capital City of Montpelier and its sister City, Barre, a mere 12 miles away. Median income in Barre is \$36,992; Montpelier is \$60,347 (State median, \$56,104). Median value of owner-occupied units in Barre is \$151,000; Montpelier, \$237,000 (State median \$210,000). The median year homes were built in Barre was 1947, compared to the State median of 1974. The Barre City Plan recognizes "only 18% of Barre City residents hold a Bachelor's degree or higher as compared with 33% of Vermonters on average." And that "Barre City continues to struggle with higher unemployment rates than the region as a whole. This is related both to the ongoing loss of jobs in the city's industrial sector and to the composition of the city's workforce."

Downtown Barre City is generally an approximate 0.12 square mile area bounded by Route 14 (north), Summer Street (east), Church/Prospect Streets (south), and the Stevens Branch, a tributary which flows into Lake Champlain ("Other Factor"). The area is characterized by classic New England-style historic commercial brick blocks along North Main Street; storefronts below with office or apartments above. Behind Main Street to the west is Merchants Row, a former railyard (with one remaining active rail line) the City describes as primarily public parking and currently "largely an undifferentiated expanse of asphalt." Northward is the Granite Street area which was the center of the granite industry. The focal point being the Old Labor Hall, a National Historic Landmark built in 1900. It is surrounded by industrial structures built during later periods.

1aii. Description of the Priority Brownfield Site(s)

The region's brownfield sites include country stores with old gas pumps, underutilized granite sheds, and property that experiences frequent flooding. Within the target area, the contraction of the industrial and manufacturing sectors has left Barre with a substantial amount of obsolete or under-utilized land and buildings. Based upon data contained within the

Vermont [Natural Resource Atlas](#), an online mapping database, within the 0.12 square mile target area there are 25 Hazardous Sites (site has been impacted by hazardous materials), 13 Hazardous Waste Generators (facility where hazardous wastes are generated), 11 underground storage tanks, 15 former dry cleaners, and 3 state-listed Brownfields (identified as an area where hazardous materials have been released, sites which have been assessed with federal or state funds, and/or have enrolled into the State's Liability Protection Program). Contamination at these sites have included lead, petroleum, heating oil and polycyclic aromatic hydrocarbons (PAH). In addition to these brownfields CVRPC is aware of 4 more known brownfields in the area due to past assessment work, these sites have been impacted by tetrachloroethene (PCE), trichloroethene (TCE), chlorinated VOCs and PAH.

Within the target area is a 2-acre priority sites. Bordered by North Main, Summer, Pearl, and Elm Streets it consists of 7 parcels. Fifty percent of the area is **primarily within the FEMA 100-year floodplain and the entire area within the 500-year floodplain ("Other Factor")** Past land uses include: blacksmith and wheelwright shops, paint shop, valve repair, dry cleaner, electrical supply storage, printing, tin shop, hardware store, auto repair, and photography. Based upon an assessment which was undertaken at one of the parcels, it likely the entire areas could be impacted by chlorinated VOC's, petroleum, lead, asbestos, and arsenic in surface soil and groundwater. Negative environmental impacts of an unintended leak or spill would be amplified if it occurred as the result of flooding; floodwaters would convey contamination to areas far beyond the immediate area. At least one multi-family building is within 500 feet of the priority site and historic residential neighborhoods are within 600 feet to the north and east of the site. This site is a priority due to the high redevelopment potential, investigation already undertaken in a portion of the area, the City's redevelopment and revitalization plans.

1b. Revitalization of Target Area

1bi. Redevelopment Strategy and Alignment with Revitalization Plans

The target area encompasses most of the area within the Downtown Central Business District and an adjacent portion (to the west) of the Industrial and Mixed-Use Commercial District as defined within the City of Barre's *Municipal Plan* (2014). The City wants to ensure that future development in the Central Business District follows the historic pattern and explicitly recognizes that within the Industrial and Mixed Uses area the land is envisioned to be redeveloped over time with a mix of light industrial, commercial and high-density residential uses. Furthermore the Plan states that "industrial spaces need to be redeveloped in a manner that will allow them to be easily adapted to a variety of uses...Industrial spaces need to be able to be easily subdivided for lease as small incubator spaces and be easily converted back to larger spaces as businesses expand or markets change." And that "there is currently an adequate amount of parking downtown, but it needs better management and signage, as well as improvements to make these areas a more attractive part of our downtown. As the number of people living, working, shopping and dining downtown increase, we will need to ensure that the availability of parking keeps pace with growing demand."

Redevelopment of the priority site is described within the *North Main to Summer Street Master Plans* (2012). The plans include new housing, reconfiguration of parking, and new pedestrian access. In addition, City's former Mayor and experienced property developer has plans for an adjacent area to the southwest to include 30 market-rate apartments, a 5-story

hotel and conference center, and a 15,000 square foot grocery complex. The redevelopment effort, including supporting economic development and housing, aligns with the City's approved plans

1bii. Outcomes and Benefits of Redevelopment Strategy

The proposed redevelopment for the priority site will transform a swath of vacant, and underdeveloped land into a more pedestrian-friendly downtown that will encourage people to park and walk from place-to-place, rather than driving to and parking at each destination. This will help spur investment in the surrounding properties which have historically suffered from neglect over many years. Private investment will contribute income producing and tax paying properties. In addition, the new hotel alone will likely create 35 new jobs – many available to low skilled workers.

Redevelopment of industrial properties within the target area into flexible and adaptable spaces will be able to host new jobs and will be better equipped to respond to changing market conditions providing more economic resilience. New industrial space will provide the opportunity for new employment opportunities for area residents. New construction and redevelopment are required to adhere to Vermont Commercial Building Energy Standards which requires high standards for energy efficiency.

1c. Strategy for Leveraging Resources

1ci. Resources Needed for Site Reuse

As it has done in the past, an EPA investment in brownfield assessment in Central Vermont will stimulate leverage of additional resources. Since 2006, CVRPC has successfully leveraged over \$12 million for cleanup and redevelopment of brownfields.

CVRPC, its member municipalities and non-profits are eligible for EPA Cleanup Grants to implement Corrective Action Plans. The VT Petroleum Cleanup Fund can provide funding for assessment and cleanup of eligible petroleum impacted sites. Prospective Purchasers and innocent land owners of contaminated properties can access the VT DEC Response Program and or the Brownfields Revitalization Fund for assessment and/or clean up activities. The City of Barre and other member municipalities are eligible for the Vermont Community Development Program (CDBG) for redevelopment funds, and the VT Housing and Conservation Board funds for housing specific redevelopment projects. Owners of downtown property in VT can access the State Downtown Tax Credit Program for upgrades and redevelopment of older commercial buildings. The VT Economic Development Authority provides commercial financing for a variety of business needs. Lastly eligible municipalities like Barre City can implement a Tax Increment Finance District, a tool to finance public infrastructure and spur downtown property development. In addition to the sources listed below, Brownfield Advisory Committee (BAC) members donated over 375 hours to committee work in the past three years.

1cii. Use of Existing Infrastructure

Redevelopment strategies in Barre envision mixed uses that would use existing infrastructure; the modernization of the existing industrial spaces, utilization and redevelopment of existing parking areas, proximity to an existing rail line and use of the municipal water and sewer infrastructure. Barre City clearly has available capacity for future

development projects. The City's recent maximum daily water demand remains at 3.4 million gallons with a plant capacity of 6 million gallons; the wastewater treatment facility treats 2.7 million gallons per day with a capacity of 4 million gallons per day (*Municipal Plan*, 2014).

2. COMMUNITY NEED AND COMMUNITY ENGAGEMENT

2a. Community Need

2ai. The Community's Need for Funding

Regional Planning Commissions provide much needed assistance to local communities for land use and transportation planning, emergency management coordination, and grant administration. Rarely do small Vermont towns have the financial or program capacity to manage federal grant programs or complex redevelopment projects. The US Census estimates Barre's population at 8,659 in 2017, representing a 4.3% loss since 2010 (US Census Fast Facts).

Member municipalities are clearly struggling due to both small populations and residents in poverty. The Barre City *Municipal Plan* notes "the cost of running city government has been increasing above the rate of inflation." The value of Barre's property tax base is growing at only half the rate of the region, increasing only 18% over the last decade as compared to the regional rate of 32%. In the last decade, the cost of municipal government grew at an average of 2.5% annually above the rate of inflation. The City's staff is exceptionally lean; the planning department has only two staff people.

2aii. Threats to Sensitive Populations

2aii(1) Health or Welfare of Sensitive Populations

The average resident of Barre City fares poorly on common measures of health than the average Vermonter. Barre's population includes a much higher proportion of individuals and families living below the poverty line. Barre City has many other residents who face health disparities, including those who are elderly, disabled, and recent immigrants, as well as individuals who have experienced addiction, homelessness, and involvement in the criminal justice system (Barre *Municipal Plan*, 2014). According to the US Census, 24% of Barre's population is under 20 years of age and 17% are over 65; meaning that over 40% of the population is considered "sensitive."

Potentially contaminated sites that contain asbestos and lead pose a serious threat to the respiratory health of residents. In Barre City, there is a threat from contaminated sites to the indoor air quality of neighboring buildings; two new downtown commercial buildings were required to install air purification systems to mitigate odors from soil vapors of unknown sources. Near this parcel is a subsidized multifamily housing complex (Section 8 and other subsidies) with 27 units. The quality of the indoor air is untested.

2aii(2) Greater than Normal Incidence of Diseases and Adverse Health Conditions

Addressing unknown environmental conditions in Barre City will help identify and remedy existing and potentially negative environmental impacts on existing buildings and their occupants. As mentioned previously, two nearby buildings had to retrofit air venting systems to mitigate the impacts of sub surface vapor intrusion.

2aii(3) Economically Impoverished/Disproportionally Impacted Populations

In the City of Barre, over half (53%) of households with children receive food stamp (SNAP) assistance. Of families with children under 18, 42% are living in poverty; for female-headed households with children the poverty rate is 60% (American Community Survey, 2017 estimates). Of the 903 students at the Barre City Elementary and Middle School, are all eligible for free and reduced priced lunch under the Community Eligibility Provision which allows the nation's highest poverty schools to serve breakfast and lunch at no cost to all enrolled students (Vermont Agency of Education, 2017-2018). Occupants of multifamily housing, including those of low- and moderate- income, are particularly vulnerable to these public health impacts, due to the proximity of residential uses to the target area. (Please note that health data in Vermont is only available at the county-level; town-level data is not available).

Based upon the potential contamination already identified, the primary public health impacts are those associated with soil contamination and the resulting soil vapor intrusion into overlaying buildings. As identified in the Agency for Toxic Substances and Disease Registry, substances such as lead, Polychlorinated Biphenyls (PCBs), and Polycyclic Aromatic Hydrocarbons (PAHs) can have detrimental effects on the human immune system and decrease the functionality of internal organs. In some cases, they may also pose a carcinogenic threat. CVRPC recognizes the importance of further assessing these properties to address the environmental justice issues associated with disproportional impacts to residents in poverty.

2b. Community Engagement

2bi. Community Involvement

The established Brownfields Advisory Committee (BAC) meets to identify sites, approve property enrollment, review input from community and public outreach, and allocate funds for assessment. Meeting are open to the public and are advertised throughout the region. We currently have three vacant seats; a new grant award will provide the incentive for both new and returning participants.

We envision 16 broad public meetings for assessments and Corrective Action Plans, as well as 4 Bagels & Brownfield events (including a B&B Bus Tour). These meetings are an opportunity to reach out to a wide group of the general public, businesses, property owners, and municipal officials. Our popular Bagels & Brownfields brings together lawyers, bankers, realtors, property owners, and consultants with the VT Department of Environmental Conservation to learn about brownfields. We provide ongoing outreach, detailed in the next section.

List of Project Partners

Partner Name	Point of Contact (name, email, phone-all 802)	Specific Role
Central VT Economic Development Corporation	Jaime Stewart, 223-4654 jstewart@cvedc.org	BAC, brownfield inventory, redevelopment funding
Downstreet Housing & Community Development	Vacant, 479-4493	BAC, technical assistance, in-kind contributions
Union Bank	Timothy Ross, 888-0484 TRoss@unionbankvt.com	BAC, Financing
Vermont Department of Health District Office	Joan Marie Misek, 272-9384 Joan.Misek@vermont.gov	BAC, Community Risk Assessments

Capstone Community Action	Vacant, 479-1053	BAC, Environmental Job Training Program for Youth
City of Barre, Planning Director	Janet Shatney, 476-0245 PPADirector@barrecity.org	BAC, City planning and permitting
Barre Partnership (Downtown Organization)	Vacant, 477-2967 director@barrepartnership.com	Educational outreach to its 70 business members
Barre Area Development Corporation	Joel Schwartz, 476-0660 jschwartz@badc.com	Technical support for property owners/businesses

2bii. Incorporating Community Input

The public outreach effort begins with announcement of the grant award to all local media (print and online). Brochures will be disseminated to community organizations, local business, nonprofit organizations, real estate brokers, and lending institutions both in hardcopy (approximately 100 copies) and digitally. Communication continues throughout the grant period with local newspaper articles, information posted on the CVRPC, municipal, and partner websites, and community email message boards. Success stories will be widely shared. Staff members regularly attend board and community meetings to publicize the program and develop relationships. Public input is taken by CVRPC staff and responded to immediately. The input is summarized quarterly and reported to the Brownfields Advisory Committee (BAC) and discussed. Meeting minutes document how input shapes final decisions.

3. TASK DESCRIPTION, COST ESTIMATES, AND MEASURING PROGRESS

3a. Description of Tasks and Activities

Task 1: Cooperative Agreement Management: CVRPC staff will ensure requirements are implemented, managed, and completed in a timely manner. Documentation will include site eligibility, procurement of qualified professional services, reporting, and training. Costs include staff, travel, and contractual. Financial Management activities associated with the grant are not direct charged to the grant. **Lead Entity:** Applicant; **Schedule:** Ongoing; **In-Kind Contributions:** Contracted staff time.

Task 2: Community Outreach: CVRPC staff will support the Brownfields Advisory Committee (BAC) and continue collaboration with community partners and other stakeholders to ensure an integrated brownfields effort. The outreach program will raise awareness the assessment process, the value of liability protections and site-specific activities. Staff will support property owners, prospective developers, and municipalities throughout the process. We will continue the successful “Bagels & Brownfields” (B&B) educational events and build upon this success with the first B&B Bus Tour to visit sites and provide commentary by qualified environmental professionals. This task includes professional design and printing postcards to mail to local professionals for each of the 4 “B&B” events. In addition, community meetings will be held to discuss the outcomes of assessment investigations and Corrective Action Plans (16 meetings).

Upon request, assistance will be provided to encourage redevelopment through incentive packages, special funding districts, new zoning techniques, and grant and loan opportunities. **Lead Entity:** Applicant; **Schedule:** BAC (6 meetings), Bagels & Brownfields (4 meetings), Community meetings (16); **Other Contributions:** Downstreet Housing & Community Development – use of meeting room space.

Task 3: Site Specific Activities: Appropriately-procured Qualified Environmental Professionals (QEPs) will conduct environmental site assessments, complete Corrective Action Plans, and undertake other activities that encourage site redevelopment:

- 4 sites will receive Phase I Assessments
Schedule - Target Area: Quarters 1, 2, 3. **Outside Target Area:** Quarters 2, 3, 4.
- 6 sites will receive Phase II Assessments
Schedule - Target Area: Quarters 4, 5, 6. **Outside Target Area:** Quarters 5, 6, 7.
- 3 sites will have Corrective Action Plans
Schedule - Target Area: Quarters 7, 8. **Outside Target Area:** Quarters 7, 8.

The number of Phase II assessments and Corrective Action Plans undertaken will depend on the size and extent of contamination. CVRPC will continue to use other resources to support redevelopment planning for specific sites. **Lead Entity:** QEPs, overseen by CVRPC staff.

3b. Cost Estimates and Outputs

Costs and tasks described are for both hazardous substances and petroleum products, and are based on our experience with the Brownfield Program and other federal grants. CVRPC will use funds received annually through the State of Vermont for additional indirect costs.

Tasks 1 & 2: Cooperative Agreement Management/Community Outreach

Personnel: Executive Director (oversight), 104 hours @ \$42.00/hour = \$4,368
Senior Planner (program mgr./consultant supervisor), 460 hours @ \$33.50/hour = \$15,410

TOTAL Personnel: \$19,778 (\$13,251 hazardous, \$6,527 petroleum).

Fringe: Benefits for the Executive Director are \$16.15/hour (\$1,680) and for the Senior Planner, \$4.30/hour (\$1,978). Benefits include health and dental insurance, retirement, FICA/SS.

TOTAL Fringe: \$3,658 (\$2,451 hazardous, \$1,207 petroleum).

Travel: Travel includes staff/Brownfields Advisory Committee attendance at national and regional conferences: \$6,300 (2 people for 2 conferences: \$1,575 airfare/lodging/per diem per person per year). In-region mileage related to outreach, site inventory, and assessment activities: \$2,043 (3,522 miles @ \$.58/mile).

Total Travel: \$8,434 (\$5,864 hazardous, \$2,479 petroleum).

Supplies: B&B Bus Tour rental, \$685 (\$135 hazardous, \$550 petroleum); Design and print postcard invites for Bus Tour and 3 Bagels & Brownfields sessions; mail to a wide audience of professionals. Design/printing/postage for 300 cards: \$265 (\$115 hazardous, \$150 petroleum); Meeting support materials: \$500 (\$150 hazardous, \$350 petroleum).

TOTAL Supplies: \$1,450 (\$400 hazardous, \$1,050 Petroleum).

Contractual: Task 1: Fee for an attorney to review program documents = \$1,500 (10 hours @ \$150/hour, \$800 Hazardous, \$700 Petroleum). Task 2: Fees for QEPs to attend 1 Bus Tour and 3 “Bagels & Brownfields” (B&B) educational events and to prepare and present an overview of issues and opportunities for brownfield remediation and redevelopment = \$4,500 (36 hours of professional time @ \$125/hour, \$2,000 hazardous, \$2,500 petroleum).

TOTAL Contractual: \$6,000 (\$2,800 hazardous, \$3,200 petroleum).

Task 1: Outputs/Deliverables: Quarterly program and financial reports; documentation of site eligibility; procurement of a list of qualified environmental professionals; 12 sites entered into ACRES. **Task 2: Outputs/Deliverables:** 4 Bagels & Brownfields (B&B) events, 16 community

meetings for assessments and Corrective Action Plans; 300 postcards designed, printed, and mailed; 5 news articles submitted; 6 BAC meetings; 5 new brownfield sites identified.

Task 3: Site Specific Activities

Contractual: 4 Phase I Assessments (approx \$4,150 each, 3 hazardous, 1 petroleum) = \$16,600

6 Phase II Assessments (approx \$38,000 each, 4 hazardous, 2 petroleum) = \$228,000

3 Corrective Action Plans (approx \$5,000 each, 2 hazardous, 1 petroleum) = \$15,000

(Historic/archeological professionals will be hired to address Sec. 106 requirements as needed).

Total Contractual: \$259,600 (\$174,450 hazardous, \$85,150 petroleum).

Task 3: Outputs/Deliverables: Site inventories; Phase I and Phase II environmental site assessment reports; Corrective Action Plans.

Budget Categories		Project Tasks			TOTAL
		1. Cooperative Agreement	2. Community Engagement	3. Site Specific Activities	
Hazardous Substances					
Direct Costs	Personnel	3,445	9,806	0	\$13,251
	Fringe Benefits	637	1,813	0	\$2,450
	Travel	3,000	2,864	0	\$5,864
	Equipment	0	0	0	\$0
	Supplies	0	400	0	\$400
	Contractual	800	2,000	174,450	\$177,250
	Other	0	0	0	\$0
	Subtotal Direct	\$7,882	\$16,883	\$174,450	\$199,215
	Indirect Costs	\$204	\$581	\$0	\$785
Total Hazardous Substances					\$200,000
Petroleum					
Direct Costs	Personnel	1,697	4,830	0	\$6,527
	Fringe Benefits	314	893	0	\$1,207
	Travel	1,619	860	0	\$2,479
	Equipment	0	0	0	\$0
	Supplies	0	1,050	0	\$1,050
	Contractual	700	2,500	85,150	\$88,350
	Other	0	0	0	\$0
	Subtotal Direct	\$4,330	\$10,133	\$85,150	\$99,613
	Indirect Costs	\$101	\$286	\$0	\$387
Total Petroleum					\$100,000
Total Grant Request		\$12,517	\$27,883.10	\$259,600	\$300,000

3c. Measuring Environmental Results

CVRPC will strengthen our existing monitoring system to track, measure, and evaluate our progress for outputs, project results, and outcomes. Previous experience has shown us that we must closely monitor spending in order to expend all grant funds in the grant period. We have already implemented a system to more closely track grant spending with the help of our contracted accountant. We will continue to utilize progress reports, regularly scheduled team meetings, Brownfield Advisory Committee meetings, ACRES, and tracking software. We will add biweekly check-ins with CVRPC staff and the qualified professionals' (QEP) team to closely track activities and expenditures to ensure that funds are spent efficiently and by the end of the grant period.

4. PROGRAMMATIC CAPABILITY AND PAST PERFORMANCE

4a. Programmatic Capability

4ai. Organizational Structure

CVRPC has demonstrated its success by administering three EPA Brownfields Assessment Grants in 2003, 2006, and 2015. We have experience in grant administration, community outreach and engagement, measuring and reporting quarterly outputs and outcomes in ACRES, monitoring QEP contracts, and all other technical, administrative and financial grant requirements.

CVRPC has 7 staff headed by the Executive Director, Bonnie Waninger. Ms. Waninger provides oversight of all programs and is responsible for financial management. She has over 12 years of experience managing brownfields programs, 17 years of grant administration, and 21 years of community outreach experience. CVRPC's Senior Planner, Clare Rock, has 5 years of brownfields program management experience and over 10 years of land use planning experience. She is responsible for day-to-day program administration. CVRPC contracts for finance and accounting services with Nicole Sancibrian, CPA PLLC. Ms. Sancibrian has over 20 years of experience in accounting with a specialty in governmental organizations and federal audits.

4aii. Acquiring Additional Resources

As CVRPC has done in the past, we will utilize our adopted, federally-compliant procurement procedures along with guidance from the EPA Project Officer to procure a list of prequalified environmental professionals. Staff and committee members will attend conferences and trainings to stay up-to-date on current brownfields legislation and successful redevelopment approaches.

4b. Past Performance and Accomplishments

4bi. Previously Received EPA Brownfields Grant

CVRPC has facilitated the assessment of 23 sites with grant funds. This includes 10 Phase I's, 19 Phase II's, 7 CAPs, and one Risk Based Cleanup Plan. CVRPC is dedicated to ensuring selected sites are provided all the necessary assessment work to prepare them for redevelopment and has successfully taken 7 sites through the entire brownfields assessment process (Phase I thought Corrective Action Plan). Eight sites have been redevelopment and two of these sites

are currently slated for redevelopment with secured funding. One of these sites is the City of Montpelier's Multi Modal Transportation Center, which is under construction now, it will contain a state-of-the-art transportation center with 30 new residential units above.

CVRPC's work has allowed owners to leverage significant additional amounts of cash and in-kind resources. In total, we estimate that under past grants (FY2003, FY2006, FY2015) the CVRPC leveraged more than \$12 million in cleanup and redevelopment funds from private, state, and federal sources. These funds created jobs, transportation facilities, commercial space, and more. All outputs and outcomes have accurately been reflected in ACRES.

4bi(2) Compliance with Grant Requirements

As seen in the table below, CVRPC has successfully administered and managed three EPA Brownfields Grant awards. Our most recent grant award, in FY2015, had unspent funds totaling \$2,571 in Hazardous Substances and \$13,940 in Petroleum. CVRPC anticipated expending all the petroleum funds; due to the timing of the Evaluation of Correction Action Alternatives (ECAA) completion, a subsequent CAP could not be done within the remaining weeks of the grant period. This was due, in part, to the withdrawal of a prospective purchaser who did not provide timely comments on the ECAA draft. In FY 2006, we had \$16,050 in unspent funds due to staff turnover.

In some cases, the inability to spend all funds was due to circumstances beyond our control like the prospective purchaser backing out or departure of a staff member. We have remedied these by tightening deadlines for financial statements to program staff and by cross-training staff to assist one another with projects. If a staff person leaves, there is another person who can help keep the project moving forward until a new hire is made.

Table: Previous Awards – Compliance with Grant Requirement

Year	Type	Amount	All Reporting On-time	Met Results
FY03	Hazardous (BF-98188601-0)	\$200,000	Y	Y
FY06	Hazardous (BF-97156401)	\$200,000	Y	Y
	Petroleum (BF-97156401)	\$200,000	Y	Y
FY15	Hazardous (BF-00A00108)	\$200,000	Y	Y
	Petroleum (BF-00A00108)	\$200,000	Y	Y

Attachment 1: Affirmation of Eligibility – Government Entity

I, Bonnie Waninger, Executive Director, affirm that the Central Vermont Regional Planning Commission (CVRPC) is a General Purpose Unit of Local Government, as per Vermont Statute.



Bonnie Waninger, Executive Director
Central Vermont Regional Planning Commission

12/30/18

Date

2017 Vermont Statutes
Title 24 - Municipal and County Government
Chapter 117 - Municipal And Regional Planning And Development
§ 4341 Creation of regional planning commissions

Universal Citation: [24 V.S.A. § 4341](#)

§ 4341. Creation of regional planning commissions

(a) A regional planning commission may be created at any time by the act of the voters or the legislative body of each of a number of contiguous municipalities, upon the written approval of the Agency of Commerce and Community Development. Approval of a designated region shall be based on whether the municipalities involved constitute a logical geographic and a coherent socioeconomic planning area. All municipalities within a designated region shall be considered members of the regional planning commission. For the purpose of a regional planning commission's carrying out its duties and functions under State law, such a designated region shall be considered a political subdivision of the State.

(b) Two or more existing regional planning commissions may be merged to form a single commission by act of the legislative bodies in a majority of the municipalities in each of the merging regions.

(c) A municipality may move from one regional planning commission to another regional planning commission on terms and conditions approved by the Secretary of Commerce and Community Development. (Added 1967, No. 334 (Adj. Sess.), § 1, eff. March 23, 1968; amended 1971, No. 257 (Adj. Sess.), § 1, eff. April 11, 1972; 1981, No. 132 (Adj. Sess.), § 4; 1987, No. 200 (Adj. Sess.), § 19, eff. July 1, 1989; 1995, No. 190 (Adj. Sess.), § 1(a); 2009, No. 146 (Adj. Sess.), § G5, eff. June 1, 2010; 2009, No. 156 (Adj. Sess.), § F.11, eff. June 3, 2010; 2013, No. 36, § 3.)

Attachment 2: Community Involvement

The Central Vermont Regional Planning Commission (CVRPC) currently facilitates monthly Brownfields Advisory Committee (BAC) meetings. The BAC is comprised of representatives from Central Vermont Economic Development Corp., Downstreet Housing & Community Development, Union Bank, Vermont Department of Health, Capstone Community Action, and the City of Barre. We currently have three vacant seats; a new grant award will provide the incentive for dormant participants (as well as new participants) to come back to the table.

The BAC identifies sites, approves property enrollment, reviews input from community and public outreach, and allocates funds for assessment, cleanup, and redevelopment. Committee members act as representatives to their respective professional groups and are expected to update those groups about brownfields activities and opportunities. BAC meetings are held in accordance with Vermont's Open Meeting Law to ensure the public is adequately notified of upcoming meetings and are welcome to attend.

CVRPC also holds monthly Commission meetings with representatives from each of the 23-member municipalities. Commissioners receive monthly updates on all programs and have the opportunity to ask questions or follow up with staff. Meetings are televised on the local public access TV station and available on demand.

Our past experience has shown that inviting people to our meetings is not as successful as going out into the communities and meeting people where they live and work. We find that these participants are much more willing to provide input and have meaningful discussions about the program. This feedback is reported to the Brownfields Advisory Committee (BAC) at their regular meetings. In that spirit, we are proposing the following outreach efforts:

- Host four Bagels & Brownfields events (including one bus tour) to give a wide range of stakeholders, including property owners, to provide an opportunity to better understand the issues of developing brownfields sites.
- Host at least 6 Brownfields Advisory Committee (BAC) meetings at various locations within Barre City and invite stakeholders to learn more about the efforts underway in this City.
- Meet with the membership of the Barre Area Development Corporation (BADC) and the Barre Partnership to discuss brownfields and economic development and revitalization opportunities.
- Meet with representatives from Barre's municipal government to discuss funding for assessment, planning, and redevelopment of brownfields properties.
- Organize an event for bankers (with the help of BAC member Union Bank) to discuss All Appropriate Inquiries (AI) and due diligence.
- 16 broad public meetings for assessments and corrective action plans.

Attachment 3: Affirmation of No Active EPA Brownfields Assessment Grant Award

I, Bonnie Waninger, Executive Director, affirm that the Central Vermont Regional Planning Commission (CVRPC) has no active EPA Brownfields Assessment Grant Awards.



Bonnie Waninger, Executive Director
Central Vermont Regional Planning Commission

12/30/18

Date

Application for Federal Assistance SF-424

* 1. Type of Submission:

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

* 2. Type of Application:

- ☒ New
☐ Continuation
☐ Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

* 3. Date Received:

01/28/2019

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name:

Central Vermont Regional Planning Commission

* b. Employer/Taxpayer Identification Number (EIN/TIN):

03-0225677

* c. Organizational DUNS:

1588421950000

d. Address:

* Street1:

29 Main Street, Suite 4

Street2:

* City:

Montpelier

County/Parish:

* State:

VT: Vermont

Province:

* Country:

USA: UNITED STATES

* Zip / Postal Code:

05601-8797

e. Organizational Unit:

Department Name:

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Ms.

* First Name:

Clare

Middle Name:

* Last Name:

Rock

Suffix:

Title:

Senior Planner

Organizational Affiliation:

* Telephone Number:

(802) 229-0389

Fax Number:

(802) 223-1977

* Email:

rock@cvregion.com

Application for Federal Assistance SF-424

* 9. Type of Applicant 1: Select Applicant Type:

E: Regional Organization

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

Environmental Protection Agency

11. Catalog of Federal Domestic Assistance Number:

66.818

CFDA Title:

Brownfields Assessment and Cleanup Cooperative Agreements

* 12. Funding Opportunity Number:

EPA-OLEM-OBLR-18-06

* Title:

FY19 GUIDELINES FOR BROWNFIELDS ASSESSMENT GRANTS

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

Central Vermont Brownfields Assessment Program

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:*** a. Applicant * b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:* a. Start Date: * b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="300,000.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="300,000.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .
- ☒ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☐ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title: * Telephone Number: Fax Number: * Email: * Signature of Authorized Representative: * Date Signed: